



Manilla Central School

Postal Address: PO Box 187 MANILLA 2346

High School
Wilga Ave MANILLA 2346
Phone: 6785 1184
Fax: 6785 2138

Primary School
Court St MANILLA 2346
Phone: 6785 1599
Fax: 6785 1705



Dear parent/carer

Your child has been invited to attend a Stage 4 rewards excursion to **Camp Elim** at **Forster, NSW** on **Wednesday 15th November 2023** to **Friday 17th November 2023**.

This excursion has been planned for **wellbeing curriculum learning area**.

The excursion will cost **\$230**. A non-refundable deposit of **\$60** is due with the consent form by Friday 3rd November. There is a limited number of attendees allowed, so it will be a "first in first served" basis. Final payment is due by 8th November 2023.

The class will depart from **MCS** on **Wednesday 15/11/2023** at **9:00am**

The students will return to **MCS** on **Friday 17/11/2023** at approx. **7:00pm**

Travel will be by **Bus**

The students will be supervised by staff members **Mr Rowe and Mrs Cowell**

Students will need the following items on this excursion (please note; a full list of "what to bring" will be issued a week before the excursion):

- Sensible casual clothes, hat, sunscreen, pj's and toiletries
- Enclosed shoes
- Morning tea, lunch and drink are to be brought from home for Wednesday 15/11/2023 only. All other meals are provided.

Overnight excursion advice

Accommodation will be at **Camp Elim, Forster**.

Travel will be by **Bus**.

The group will be supervised by **Mr Rowe and Mrs Cowell, plus Camp Elim Staff**.

In the event of an emergency during school hours, please contact the school on 6785 1184. If it is after hours, please phone **0436 620 574**.

Additional Information

Students on behaviour monitoring cards will be unable to attend.

Students will participate in activities such as archery, canoeing, team building and climbing. A list of "what to bring" and confirmation of final activities will be confirmed the week before the excursion.

Students **may** bring mobile phones on the excursion and are required to comply with our Yondr Mobile Phone Policy. Manilla Central School takes no responsibility for any loss or damage.

Swimming or water activities advice

This excursion will involve swimming and/or water activities. For further details, please read and sign the attached swimming/water activity advice form.

Privacy advice

The NSW Department of Education is collecting the information requested on this form. The information is being obtained for the purpose of ascertaining relevant medical information, requirements and other health care related needs about your child who is currently enrolled at the school and who may participate in school excursions, sporting activities or other educational or school activities conducted by or in conjunction with Manilla Central School.

The school will use this information to plan, support students, and minimise risks when conducting the school excursions or other related school activities.

Other persons or agencies that may be provided with this information include, but are not limited to, volunteers and members of external organisations who join with the school or are otherwise involved in planning or delivering the excursion, sporting or other school activity; and persons that may be called on to provide health care treatment or other assistance during or as a consequence of such excursions or activities.

Provision of this information is voluntary, however, if you do not provide all or any of the information requested, your child cannot participate in the excursion. In such circumstances, the school will make available a sound alternative educational experience.

Provision of this information will significantly assist the school in planning a safer educational activity. It will be stored securely. If you have any concerns about provision of this information, please contact the school principal to discuss further.

You may correct any personal information provided at any time by contacting the school office on 67851184.

Mrs Rachael Ferguson
Relieving Principal
Date: 25/10/2023

Mr Tim Rowe
Coordinator

Please complete the attached consent and forms and return to **the office** by **Friday 3rd November 2023**.



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Manilla Central School Excursion Consent Form

I consent to (student name) _____ of year _____
participating in a Stage 4 rewards excursion to **Camp Elim** at **Forster** on **Wednesday
15/11/2023 to Friday 17/11/2023.**

Please tick

- Medical Information Form (attached) is completed
- Swimming/Water activity advice form (attached) is completed
- Behaviour Code for Students has been read and understood
- I understand that my child will stay overnight at Camp Elim, Forster
- I consent to my child receiving medical treatment in the case of an emergency

Credit card payments can now be made online at <https://manilla-c.schools.nsw.gov.au/>. Click on the *Make a Payment tab* and follow the prompts. Please use "**Stage 4 Camp Elim**" as the payment description.

- Enclosed is \$_____ for the above excursion – please pay to the office

OR

- I have made an online payment for \$_____ via the Manilla Central School website.

My **receipt number** is _____ Date: _____

Parent/Carer full name: _____

Parent/Carer signature: _____ Date: _____